



STATE OF MONTANA
DEPARTMENT OF ADMINISTRATION
INFORMATION TECHNOLOGY SERVICES DIVISION



Brian Schweitzer
Governor

Chief Information Officer

Advisory

FEBRUARY 28, 2011

TO: DISTRIBUTION

SUBJECT: REVIEW OF DRAFT INFORMATION SYSTEM POLICY INSTRUMENT

The following draft instruments are available for review by all statewide government organizations, the Montana university system, the private sector, and interested parties:

Statewide Policy: Social Media

Guidelines for Social Media Use

This policy establishes the requirements for an agency's use of Social Media as a tool for communicating with its customers and the public.

These instruments are available for review at the [Enterprise Information Systems Policy Instruments](http://itsd.mt.gov/policy/policies/default.mcp) webpage at <http://itsd.mt.gov/policy/policies/default.mcp>.

Please review and submit any comments and feedback, to include your best estimate of the impact of these upon your organization, business and customer base, **not later than Monday, March 14, 2011** to the **Policy Manager** at [ITSD Service Desk](http://itsd.mt.gov/policy/policies/default.mcp) (at <http://servicedesk.mt.gov/ess.do>), or email to ITPolicy@mt.gov, or mail to:

PO Box 200113
Helena, MT 59620-0113
(406) 444-2700
FAX: (406) 444-2701

The remaining process steps for approval of this policy instruments is:

- Formal statewide review (in progress)
- Collect and document comments
- Determine disposition based on comments

Room 229, Mitchell Building 125 North Roberts PO Box 200113
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**REVIEW OF DRAFT INFORMATION SYSTEM POLICY
INSTRUMENT
PAGE 2 OF 2**

- CIO approval of the resultant policies and standards
- Publication statewide of approved policy instruments with associated comments

This policy falls under the provisions of the Montana Information Technology Act [§2-17-512, MCA](#)).

Direct any questions or concerns to the **Policy Manager** at the contact information listed above.

Advisory Disposition: Retain original for Record.

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